

WHAT TO EXPECT: The board will send you an email or postcard to confirm receipt of your application. Within approximately four weeks of receipt, you will be notified if additional documentation is needed. **All required materials (transcripts, verification of experience forms, etc.) must be received prior to scheduling an examination.**

INSTRUCTIONS FOR APPLICANTS WITH FOREIGN DEGREES: All applicants with doctorate degrees that were awarded outside the United States or Canada must provide the board with a comprehensive evaluation of the degree performed by a foreign credential evaluation service that is a member of the National Association of Credential Evaluation Services (NACES) as well as official transcripts from all graduate level educational institutions. To obtain a list of credential evaluation services that are members of NACES, visit the NACES website at www.naces.org.

CANADIAN DEGREES: Applicants who receive their doctorate degrees from accredited Canadian schools need only submit their official transcripts, provided that the transcripts are in English. ***If the transcripts are in any other language than English, they must be translated in English by an accredited agency.***

WAIVER OF THE EXAMINATION FOR PROFESSIONAL PRACTICE IN PSYCHOLOGY (EPPP): Pursuant to Section 1388.6 of Title 16 of the California Code of Regulations, the national written examination, the EPPP will be waived if you:

- are a California licensed psychologist who has been licensed for at least five years but allowed your license to expire by not renewing the license for at least three years.
- are licensed as a psychologist in another state, Canadian province, or U.S. territory, for at least five years, and have not been subject to discipline. This requires the licensing agency in another state, Canadian province or U.S. territory where you possess a license to complete a certification of licensure and mail it directly to this board. Certification must include license number, initial issue date, expiration date, date of birth, current status of license, and any disciplinary action.
- possess a Certificate of Professional Qualification (CPQ) issued by the Association of State and Provincial Psychology Boards (ASPPB). For more information about CPQ's, contact ASPPB at (800) 448-4069, visit their website at www.asppb.org, or write to P.O. Box 241245, Montgomery, AL 36124. Verification of your CPQ must be sent to the board directly from ASPPB.
- are a licensed psychologist who is credentialed as a Health Service Provider in Psychology by the National Register of Health Service Providers in Psychology (NRHSPP) and has been licensed based on a doctoral degree in another state, Canadian province, or U.S. territory for a minimum of five years. For more information regarding NRHSPP, contact them at (202) 783-7663, visit their website at www.nationalregister.org, or write to 1120 G Street, NW, Suite 330, Washington, DC 20005. Verification of your credential must be sent to the board directly from NRHSPP.
- were an applicant for licensure as a psychologist in California who has abandoned his or her application pursuant to section 1381.5 of Title 16 of the California Code of Regulations and thereby must reapply for a license.

NOTE: Although the EPPP may be waived under this section, an applicant must file a complete application and meet all current licensing requirements not addressed above, including payment of any fees, take and pass the California Psychology Supplemental Examination (CPSE), and not been subject to discipline.

REQUEST FOR ACCOMMODATION: All examination sites are physically accessible to individuals with disabilities. Pursuant to Title II of the Americans with Disabilities Act (ADA) and California law, the board will provide reasonable accommodations to qualified candidates with mental disabilities, physical disabilities, or medical conditions. However, the board will not provide accommodations that fundamentally alter the measurement of the skills or knowledge the examination is intended to test. Accommodations will not be provided at the examination site unless prior approval by the board has been granted. **A candidate who seeks an accommodation has the responsibility to make the request and provide documentation substantiating the need for accommodations at the time of submission of the application for licensure.** The information supplied to substantiate a candidate's request for an accommodation will be kept confidential to the extent provided by law. Any request for accommodation (except for accommodations requiring a physically accessible examination site) must be submitted to the board on a form prescribed by the board. If you wish to submit a request for an accommodation, please contact the board for a Request for Accommodation of Disabilities package.

INTERIM PRACTICE IN CALIFORNIA: Under the provisions of Section 2946 of the Business and Professions Code, if you are currently licensed in another state and you have applied for a California license, you may practice psychology without a valid California license for a period not to exceed 180 calendar days from the date of submitting your application or from the date you commenced residency in California, whichever first occurs.

ABANDONMENT OF APPLICATION/FAILURE TO APPEAR FOR EXAMINATION: Pursuant to Section 1381.1 of Title 16 of the California Code of Regulations, an application shall be denied without prejudice when, in the discretion of the board, an applicant does not exercise due diligence in the completion of his or her application, in furnishing additional information or documents that have been requested or in the payment of any required fees. Additionally, pursuant to Section 1381.4 of Title 16 of the California Code of Regulations, any applicant approved to take or retake a board licensing examination who fails to appear for such examination in any twelve (12) month period shall have his or her application withdrawn. An applicant who subsequently decides to take the examination shall be required to file a new application and pay the current application and examination fees.

NOTICE OF COLLECTION OF PERSONAL INFORMATION: The Board of Psychology collects the personal information requested on this form as authorized by Business and Professions Code Sections 480, 2914 and 2960 and Title 16 of California Code of Regulations Sections 1381, 1387, 1387.1, 1387.2, 1387.3, 1387.4, 1387.5, 1388 and 1388.6. The board uses this information principally to identify and evaluate licenses and enforce licensing standards set by law and regulation.

Mandatory Submission. Submission of the requested information is mandatory. The board cannot consider your application for licensure or renewal unless you provide all of the requested information.

Access to Personal Information. You may review the records maintained by the board that contain your personal information, as permitted by the Information Practices Act. See "Contact Information" on the next page for contact information.

Possible Disclosure of Personal Information. We make every effort to protect the personal information you provide us. The information you provide, however, may be disclosed in the following circumstances:

- In response to a Public Records Act request (Government Code Section 6250 and following), as allowed by the Information Practices Act (Civil Code Section 1798 and following);

